تكنولوجيا المعلومات والاتصالات
للمدارس الرسمية والخاصة لغات

FINAL REVISION

ICT

INFORMATION
& COMMUNICATION
TECHNOLOGY

GPS

4th
Primary
2025
FIRST TERM

الصف الرابـع الابتدائى
الفصــل الـدراســى الأول

طبقا لأحدث مواصفات الورقة الامتحانية ٢٠٢٤- ٢٠٢٥
للمدارس الرسمية والخاصة لغات

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An hour before the exam

Important Points
أهم النقاط فى المحور الأول

1 Albert Lin and the archaeologists tools :

1. Albert Lin is an explorer and archaeologist.
2. He uses different tools to explore archaeological sites without digging such as GPS and photographs from satellites and drones.
3. The archaeologists' tools save times, cost and effort.
4. GPR and Magnetometers locate things under the ground.

2 Using of computer :

1. The computer is an electronic device for processing data.
2. We can use a computer to write documents, send emails, play games, edit or create data tables and browse the internet.
3. There are devices that are turned on and used via touch such as tablet.
4. We divide computer hardware into input device such as keyboard, mouse, scanner, microphone, camera and output device such as screen, speaker, Braille terminal, speech synthesizer and printer.

3 Computer operating system :

1. CPU controls what and how data is processed, it processes data and converts it to useful information.
2. Operating system enables us to use our computer such as Windows and Android.

4 Assistive technology :

1. Assistive technology helps people of determination with tasks that they find difficult.
2. Albert Lin has a limb difference, he uses a prosthetic leg that enables him to move and explore new places.
3. Stephen Hawking used assistive technology to help him communicate.
4. There are many types of assistive technology such as screen magnification, software, Hearing aids, Alternate communication software and speech synthesizer, sporting tools.

5 ICT tools :

1. ICT tools help to do a lot of tasks, research of information online and writing school reports using Microsoft Word.

2. When an app won't open, restart your computer and try again.
3. When the mouse cursor isn't working, make sure you connect the mouse cable to the correct place in the motherboard then restart your device.

6 **ICT problems and solutions :**

1. When you can't find file, check your downloads folder.
2. When your screen freezes, press and hold the "Ctrl", "Alt", and "Dell" buttons together.

7 **Collecting, analyzing and graphic data :**

1. You can collect data from a variety of sources such as books and articles, interviews, records, surveys and experiments.
2. When you analyze the data you've collected, you should review your findings and interpret what those findings mean.
3. Graphing Data compare different categories of information.

Important Definitions أهم التعريفات في المحور الأول

Word	Definition
Ground Penetrating Radar (GPR)	This radar can discover objects buried underground.
Global Positioning System (GPS)	This is a way to find the location of something using satellites.
Magnetometer	This measures a magnetic field. It can find metal underground.
Keyboard	To type on and tell the computer what to do and write letters and numbers.
mouse / touch screen	We can move things easily with it and directional data.
speaker	To allow people to hear you, sound and music.
camera	For people to see you, images and videos.
scanner	Input text and images from paper.
screen	Shows us what we are doing and visual information : text, images and video.
speaker	To hear others and audio.
Braille terminal	Text in Braille for blind people.
Speech Synthesizer	- It is audio output device. - It changes the words into an artificial voice so people can hear what I want to say.

Printer	Output text and images on paper.
CPU	The central processing unit is a type of hardware, it controls what and data how is processed.
Screen magnification	It is type of assistive technology allows these with visually impaired to interact with computer.
Hearing aids	Hearing aids help people who have trouble hearings models can now to connected to a person's mobile devices.
Alternate communication software	Alternate communication software help people with speech and language disabilities communicate with others and some computer programs can turn text to speech and speech to text.
Graphing Data	Graphing Data compare different categories of information such as Bar graphs.

ICT tools
أدوات وأجهزة مستخدمة فى تكنولوجيا المعلومات

Archaeologists' tools

❶ Locate things **above the ground**

GPS

Satellites

Drone

❷ Locate things **under the ground**

Ground Penetrating Radar

Magnetometers

Types of computers
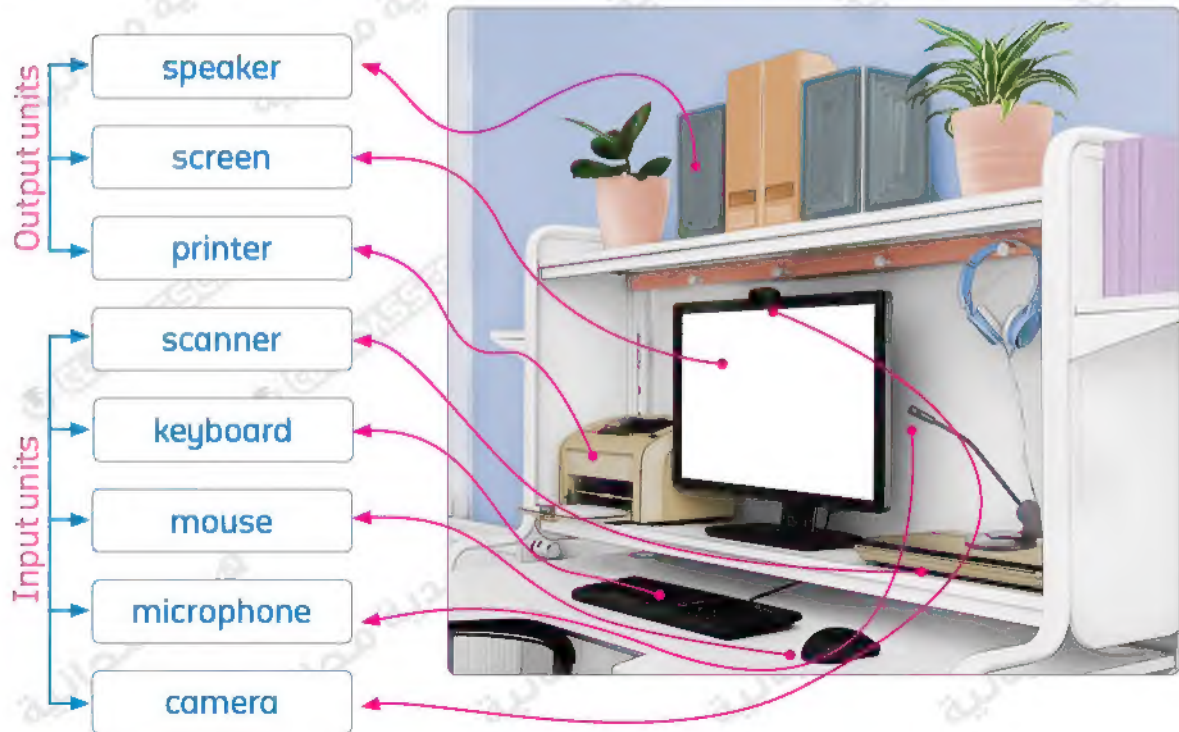

1. laptop

2. tablet

3. personal computer

اهداء من سلسلة كتب المعاصر فى ICT غير مخصصة للبيع

Computer and its components

Output units
- speaker
- screen
- printer

Input units
- scanner
- keyboard
- mouse
- microphone
- camera

Input and Output devices

1 Input devices

keyboard

mouse / touch screen

microphone

2 Output devices

screen

speaker

Braille terminal

اهداء من سلسلة كتب المعاصر في ICT غير مخصصة للبيع

camera

scanner

speech synthesizer

printer

The diagram below
shows how data is processed in Microsoft© Word.

A student writes in Microsoft© Word.

The operating system sends data to the CPU.

The CPU processes the data.

The CPU sends information to the operating system.

The operating system receives the information and shows it on the screen.

Hello
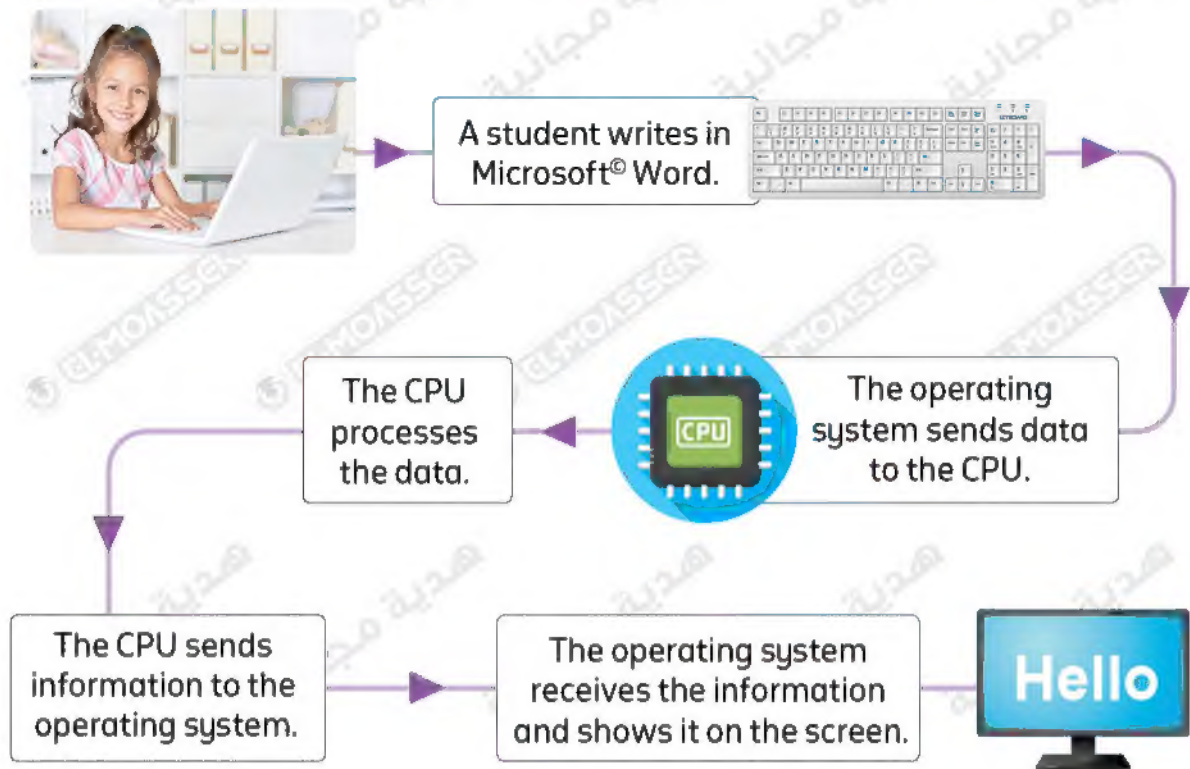
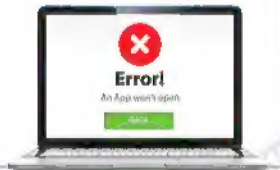## Some technological problems and solutions

بعض المشاكل التكنولوجية وحلولها.

Problem 1

An app won't open.

Solution

Restart your computer and try again.

Problem 2

The mouse cursor isn't working.

Solution

Make sure you connect the mouse cable to the correct place in the motherboard. It is best to restart your device.

Problem 3

You can't find a file.

Solution

Check your downloads folder.

Problem 4

Your screen freezes.

Solution

Press and hold the "Ctrl", "Alt", and "Del" buttons together

Problem 5

The keyboard isn't typing.

Solution

Make sure you connect the keyboard cable to the correct place in the motherboard then restart your device.

Important Points
أهم النقاط فى المحور الثانى

1 Communicating online :
1. There are many ways to communicate online, we can use computers, phones and tablets.
2. People can communicate with each other using instant messaging emails direct messages and message forums.
3. Be careful, some people communicate online to steal personal information.
4. Personal information includes your address' your name, and name of your school.

2 Unsafe websites :
1. You can block the unkind person; that person cannot see your posts or contact you.
2. When you see inappropriate website content, you should leave the site and tell your teacher or a family member.
3. Don't share personal data online to avoid spam messages.
4. Think carefully before you download files, some files have viruses.

3 Posting online :
1. When you tag someone, you identify that person in a post, photo, or video. Anyone who has access to your account can see the tag.
2. The tag provides a link to the person's profile. So it is important to make sure that the person you're tagging is OK with this.

4 Crediting others and Respecting the law :
1. When you're looking for information to post online or to include in a PowerPoint presentations it's important credit sources that provide you with information and let others know where the information you are sharing came from.
2. Whether you are posting online or researching topics be sure to respect the law.
3. Banned sites may publish inaccurate, immoral and harmful material.

5 Searching safely and smartly :
1. Choose browsers that warn users when they're about to enter an unsafe site or download a harmful app.
2. If you get a warning messages be sure to show your teacher or a family member and don't proceed to the site or with the download.

اهداء من سلسلة كتب المعاصر فى ICT غير مخصصة للبيع

3. Some popular browsers have search engines set up just to children, they will only show results that are age-appropriate.
4. Choose child-friendly websites that include filters that help you avoid clicking on inappropriate videos.
5. To search smartly, you type longer phrases-not just a couple of words. This will help you get better results.

6 **Online identity theft :**
1. When you get stolen, they may have access to your social media accounts.
2. The Egyptian government is dedicate to protect you from online problems.
3. Online problems are common. You don't have to solve online problem on your own. Talk to your teacher or a family member about it.

7 **Creating strong passwords :**
1. It is important to have a strong passwords. Your password shouldn't include your name or other personal details.
2. Don't use the same password for all your accounts and use a password manager.

8 **Anti-Virus software :**
• To be safe online, you should install anti-virus softwares on your devices.

9 **Digital reports, videos and posters :**
1. Researchers and scientists prepare digital reports about the subject of their studies using various programs like PowerPoint or video.
2. You can make your presentation appear like a book include text, pictures and fun sound effects.
3. You can make your own video to present your research.
4. While creating a poster make sure that the text is large enough for others to read from a distance.

Important Definitions
أهم التعريفات في المحور الثاني

Word	Definition
Personal information	It includes your address, name and name of your school.
Spam	- Spam mail includes unwanted messages to advertise products or gather more information from you. The messages may be also include viruses. - If an email includes an unfamiliar address, unknown links, or messages in ALL CAPITAL LETTERS, it might be spam.

Viruses	Viruses can damage your computer or be used to track your information.
The tag	The tag provides a link to the person's profile.
Banned sites	Banned sites may publish inaccurate, immoral and harmful material.
Parental control	Some popular browsers include a parental control app and helpful safety tips for children.
browser	A software application that is used for assessing information on the internet.
search engine	A software application that carries out web searches.
results	A list that is compiled based on a search.
Bullying	It is repeated unkind behavior towards someone.
Hackers	They may use your personal information.
Hacking	It is the ability of some people to get into your computer or accounts. The people who do this are called hackers.
Anti-virus software	Anti-virus software catches viruses before affect your device and can fix damaged files.
PowerPoint®	- It is a Microsoft program that creates a slideshow of the material you want to present. - It is a fun way to present your ideas to other.
WordArt	We use it in PowerPoint presentations to make text look interesting.
Posters	Effective way to present your research and ides.

The positive and negative effects of ICT tools

Pros of using ICT tools	Cons of using ICT tools
1. You can read the news with just a click of the mouse	1. You may come across something online that upsets you.
2. You can upload and download videos and photos and view them whenever you want.	2. You can get eye strain or headaches from using your devices too long.
3. You can communicate with friends and family anywhere in the world.	3. Some people may rely on searching on Google to answer all their questions- even though it doesn't always give the right answer !

If you are searching for information on an image.

Use the image instead of words in your search.	Use the camera button, and add your image.	Your teacher can help you.

Steps to search for information

If you need these words to be included in your search, ➔ add a (+) sign before the word.

To avoid getting unwanted or unnecessary results, ➔ add a (-) sign before words you would like the search engine to avoid.

If you are searching for a particular phrase, ➔ put the phrase inside quotation marks " ".

How to create strong passwords ?

Weak Password

🔒 Abdelaziz456
━━ Weak

🔒 abc123
━━ Weak

Strong Password

🔒 dQvll4@vtM
━━ Strong

🔒 Password*1
━━ Strong

Contains, letters, numbers and special characters

A computer virus can cause big problems, such as

sending an email to everyone on your computer.

deleting your files.

5 Sample Tests

Sample Test 1

1 Put [✓] in front of the correct sentence and [✗] in front of the wrong one.

1. Computer input devices used to process data. [   ]
2. A magnetometer is used to determine directions through satellites. [   ]
3. The central processing unit is a type of software. [   ]
4. A laptop is like a personal computer in all components. [   ]
5. Always think before you post about yourself or other people. [   ]
6. When you tag someone, you identify that person in a post. [   ]
7. If you are searching for a particular phrase, put the phrase inside quotation marks. [   ]

2 Choose the correct answer from a, b, c or d.

1. .... converts letters into prominent symbols that can be read by touch.
   a. Earphones   b. Screen
   c. Mouse   d. Braille method
2. Camera and microphone are used in ....
   a. published articles   b. video chats
   c. text messages   d. printer
3. .... is used to copy the paper inside the computer.
   a. Screen   b. Speech synthesizer
   c. Scanner   d. Printer
4. The .... is the third step of solving any problem.
   a. collecting   b. analyzing
   c. graphing   d. none of them
5. When pressing on "CTRL + Alt +Delete" together can solve the problem of ....
   a. screen freezes   b. mouse isn't work
   c. keyboard isn't typing   d. printer isn't work
6. .... is a type of E-mail, that contains unwanted message to advertise products.
   a. Spam message   b. Data message
   c. Personal message   d. Important message
7. .... may publish inaccurate, immoral, and harmful material.
   a. Website   b. Webpage
   c. Banned sites   d. Home page
8. By using poster, you can .... your ideas effectively if you don't have access to a device.
   a. present   b. remove
   c. copy   d. delete

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Sample Test 2

1 Put [✓] in front of the correct sentence and [✗] in front of the wrong one.

1. The data entry process is the last stage to reach the final information. [　]
2. Output devices help in process data. [　]
3. You can access the Egyptian Knowledge Bank (EKB) library for free. [　]
4. The operating system responsible for sending data to CPU. [　]
5. You need expensive cameras to make the video. [　]
6. From the safety precaution of internet, use the same password to all your accounts. [　]
7. Your identity, or a family member's identity, may get stolen online, so you have to keep it. [　]

2 Choose the correct answer from a, b, c or d.

1. A device that allows non-verbal people to speak......................... .
   a. scanner
   b. printer
   c. speech synthesizer
   d. magnetometer

2. .... enable you to output audio from the computer.
   a. Mouse
   b. Speakers
   c. Screen magnification software
   d. Keyboard

3. .... include your name, address and date of birth.
   a. Personal information
   b. Spam messages
   c. Download files
   d. Speech synthesizer

4. From the ways of drawing graphs......................... .
   a. on paper
   b. on computer
   c. both (A) and (B)
   d. none of them

5. We use......................... to find a file or folder on the computer.
   a. Search box
   b. internet browser
   c. printer
   d. Google Chrome

6. When creating poster. Always make sure that the text is......................... enough for others to read from distance.
   a. small
   b. very small
   c. large
   d. none of them

7. Make sure you choose......................... which nobody can guess it
   a. very weak password
   b. strong password
   c. weak password
   d. none of them

8. Online bullying can include......................... .
   a. mean posts
   b. messages
   c. both of them
   d. none of them

Sample Test 3

1 Put [✓] in front of the correct sentence and [x] in front of the wrong one.

1. We use a scanner to enter text and images printed on paper into the computer. [   ]
2. The operating system is not necessary to use the computer. [   ]
3. The Internet is important in obtaining information. [   ]
4. Assistive technology helps in ordinary and extraordinary activities. [   ]
5. You mustn't respect the low when using the ICT tools. [   ]
6. Files downloaded from the Internet do not contain viruses and can be used without scanning. [   ]
7. You can't search by using images instead of words. [   ]
8. From the ways of avoiding online bullying, make sure not to contact anyone you don't know. [   ]

2 Choose the correct answer from a, b, c or d.

1. Program .... to write reports.
   a. screen magnification software
   b. Word Processor
   c. medical hearing aids
   d. speaker
2. .... helps people of determination [those who have lost a limb] to practice their daily life.
   a. Keyboard
   b. Printer
   c. Camera
   d. Prosthetic leg
3. The component responsible for entering data to the computer is ....
   a. keyboard
   b. CPU
   c. printer
   d. earphones
4. .... can display information in more than one shape by animations.
   a. Paint
   b. Microsoft word
   c. Microsoft PowerPoint
   d. Microsoft Excel
5. An input unit whose function is similar to that of a mouse " .... ".
   a. Speakers
   b. Microphone
   c. Touch Screen
   d. Camera
6. The operator .... is used to join and adding two words.
   a. [*] sign
   b. [+] sign
   c. [-] sign
   d. [/] sign
7. When using ICT stay ....
   a. active
   b. social
   c. responsible
   d. all of them

Sample Test [4]

1 Put [✓] in front of the correct sentence and [✗] in front of the wrong one.

1. Screen magnification software helps visually impaired people.   [   ]
2. Braille converts letters into raised symbols that can be read by touch. [   ]
3. Information is the last result we get after processing the data.   [   ]
4. When pressing on "CTRL + Alt +Delete" together can solve the
   problem of screen freezes.   [   ]
5. Online bullying can include text messages only.   [   ]
6. It's recommended to tell the important passwords to your friends.   [   ]
7. When creating poster. Always make sure that the text is small enough
   for others to read from distance.   [   ]
8. The password { Abcdefghi } considered weak because it contains
   the letters only.   [   ]

2 Choose the correct answer from a, b, c or d.

1. You can use .... to determine the places, you want to visit.
   a. magnetometer   b. speech synthesizer
   c. Pascaline machine   d. GPS

2. One of the devices that a word processing program needs to write letters
   and numbers on a computer ....
   a. keyboard   b. printer
   c. headphones   d. earphones

3. A device that helps the hearing impaired ....
   a. scanner   b. printer
   c. medical hearing aids   d. published articles

4. .... are used for communications.
   a. GPS   b. Satellites
   c. Drones   d. Magnetometer

5. Through, ... you can present different categories of information.
   a. surveys   b. Bar graph
   c. collecting stage   d. analyzing data

6. Choose .... that include filters that can avoid clicking
   inappropriate videos.
   a. child-friendly website   b. home page
   c. hyperlink   d. none of them

7. .... is repeated unkind behavior towards.
   a. Bullying   b. Social media
   c. Browsing   d. Reading

1 Put [✓] In front of the correct sentence and [✗] in front of the wrong one.

1. You can see what you are doing on your device by looking at the screen. [ ]
2. You can use the search box to fix the keyboard defect. [ ]
3. GPS is used to locate objects underground. [ ]
4. Review your findings is done on analyzing stage. [ ]
5. You shouldn't protect your device with anti-virus software. [ ]
6. By using Microsoft Word, you can present your ideas and making the needed effects and animations. [ ]
7. When clicking on unknown link may download useful program to your computer. [ ]
8. When using ICT stay active and social and be responsible. [ ]

2 Choose the correct answer from a, b, c or d.

1. When there is a problem opening an application on the computer, you may need to ....
   a. restart the device   b. replace the mouse
   c. replace the keyboard   d. replace the screen

2. Information is the result of processed ....
   a. spam   b. digital blogs
   c. e-mail   d. data

3. .... used to process data.
   a. Printer   b. Screen
   c. CPU   d. Speakers

4. when collecting data always be sure to use ....
   a. untrusted sources   b. false sources
   c. trusted sources   d. wrong sources

5. .... is a software enlarging everything on a computer.
   a. Hearing aids   b. Screen Magnification
   c. Sport tool   d. Ring ball

6. From the safety precaution of internet, use the .... password to all your accounts.
   a. same   b. different
   c. weak   d. one

7. If you don't have access to a device, you can still present your ideas effectively by using ....
   a. PowerPoint   b. video
   c. poster   d. Word Art